

TOWN OF AURORA

AURORA

MANAGEMENT TOOLS PLANNING GRANT

Grace H. Bonner, Mayor

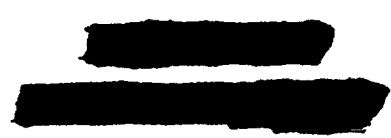
Commissioners

Bessie LaVictoire      Curtis Potter

Webster Walker      Floyd Peed

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MANAGEMENT TOOLS PLANNING GRANT

TOWN OF AURORA

The Town of Aurora was awarded a grant from the Coastal Area Management Act (CAMA) to perform two planning tasks associated with its current Management Tools. The period of this grant was from July 1, 1981 through June 30, 1982. The two objectives for the Management Tools Planning Program are as follows:

1. To improve the quality of the Town of Aurora's current planning and development regulations and to facilitate the implementation of the objectives of the Land Use Plan Update.
2. To consider making application to the State General Assembly to expand the extraterritorial planning jurisdiction of the Town of Aurora from one to three miles outside of the town limits with special consideration to the application of the planning and development regulations in the proposed enlarged extraterritorial planning area.

The first portion of this report describes the approaches and accomplishments of the Town of Aurora in improving its current planning and development ordinances. The Town's land use plan, initially completed through the efforts of the Town of Aurora and the North Carolina State University School of Design in 1976, was updated in 1981. Generally the Land Use Plan Update included an analysis of current data, creation of policy statements with regard to natural resource protection, resource development and management, and economic and community development. A new land classification plan was designed that reflected trends taking

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place since 1976 in land use and emphasized what the Town would like to see occur in growth and development during the next ten years. General areas of revision in the Town planning and development ordinances included updated zoning to reflect this land classification plan, revision of building and zoning compliance permit processes, and clarification of ordinances referring to mobile homes.

The second portion of this report describes the study of the feasibility of the Town of Aurora expanding its one mile planning area to include the area east of Durham Creek in Richland Township, Beaufort County. This was suggested by the Beaufort County Land Use Plan Update as an alternative to county-wide land use planning and zoning or county initiated action at a less than county-wide level. The county intent was to allow a governmental regulatory body to become active in land use policies with regard to the phosphate mining industry which now owns a large portion of the land around Aurora and in Richland Township. The Aurora Town Board of Commissioners decided not to initiate a full-scale study of this issue and not to attempt to initiate special State legislation to allow the expansion of its planning area.

The Town of Aurora wishes to thank the Office of Coastal Management for not only this financial assistance given to complete this study but also the technical advice provided throughout the process of the Management Tools planning process.

## PART I

### IMPROVING THE TOWN'S PLANNING AND DEVELOPMENT ORDINANCES

#### Program Objective

To improve the quality of the Town of Aurora's current planning and development regulations to facilitate the implementation of the objectives of the Land Use Plan Update.

#### Process

The CAMA approved planner reviewed the planning and development ordinances established by the Town of Aurora in 1976-1977. These ordinances were reviewed from three perspectives:

- a. Current enforcement problems.
- b. Applicability of changes made in the Land Use Plan Update.
- c. Special considerations and prospective corrective actions.

The planner then interviewed each of the members of the Aurora Town Planning Commission to determine their views on the problematic nature of certain ordinances. A profile of Planning Commission opinions was completed and presented to a full meeting of the Planning Commission for discussion of final recommendations on February 26, 1982. Planning Commission recommendations were presented to the Town Board of Commissioners on March 1, 1982. Further changes were made by the Town and preparation of formal amendments to the planning and development ordinances were prepared in accordance with Section 2-1041, Amendment of Town Code of Ordinances, and Section 9-4112, Zoning Ordinance Amendment Initiation. A public hearing will be properly advertized and held with regard to the zoning amendment initiated by the Town..

## Findings

The findings of the review of the planning and development ordinances can be subdivided into three broad categories.

- a. Ordinances not actively enforced. A number of ordinances were enacted in 1976-1977 by the Town and have not been actively pursued as standard operating procedure by the Town. Examples of these are Section 9-2008 (Compliance with Building Codes), Section 9-2091 (Closing of Abandoned Structures), Section 9-2114 (Enforcement of Minimum Housing Standards). This type of ordinance becomes applicable upon some action or change in the status quo. Building codes become enforceable when new construction or major repair work or renovation of an existing structure takes place. The procedure to close abandoned structures can be enforced only when a petition is presented to the Town. These ordinances could take a more active role during periods of major construction or redevelopment. The Planning Commission felt the need to retain these ordinances and suggested no amendments to them.
- b. Ordinances Inadequately Enforced. Four ordinances were reviewed.
  1. Section 9-2021 describes the organization of the Building Inspection Department. The Town of Aurora has not had a building inspector active since 1981 when the Town Police Chief whom assumed that role resigned. The small number of new building permits granted during the past two years (32 in 1980 and 13 in 1981) are not sufficient to justify even a part-time building inspector to be put on the Town payroll. The Planning Commission recognized potential problems if building

codes are not enforced in periods of high growth, even though the county does inspect electrical installation and insulation and the Health Department monitors all new wells and septic tank hookups. The question faced by the Town was who should the Town have complete future inspections?

2. Section 9-2041 authorizes the Town to have the registration of contractors and require their bonding when working in the Town or its one mile planning area. The intent of this ordinance is to insure quality of work to be completed as well as the protection of Town property from damage resulting from construction work. The primary concerns would be the interruptions to Town water and sewer service and possible damage to water and sewer lines or streets during the installation of water and sewer taps. The Town currently does not enforce this ordinance but revisions were made in the Town sewage ordinance to require bonding.
3. Section 9-2071 describes procedures in the enforcement of the zoning ordinance. No formal system has been established on paper to follow through the written building permit applications so as to cross-check zoning classifications for each application. The building permit system is working well but situations can occur when a building permit is granted for a structure in an area where its use would not be permitted.
4. Complicating this zoning enforcement problem is the lack of a zoning compliance certificate for the Town. Section 9-4091 calls for a permit to be used but was never developed by the Town.

The zoning compliance permit is required in new construction and major repairs. It also would be required when changing the existing use of a structure or piece of property to a new use. In times of dynamic business activity and high growth, uses of property change quickly and the Town has no current way of monitoring this situation other than requesting Town Commissioners and Planning Commission members to maintain a watch on all changes.

- c. Ordinances Requiring Changes. These ordinances were of three different origins.

First, Section 9-4022, Zoning District Boundaries Shown on Zoning Map, was reviewed by the Planning Commission with the intent to compare current zoning districts with changes made in the Land Use Plan Update and land classification plan. A map designating those areas where the land classification system and the zoning designations were conceptually incongruent is appended. Because both the original land classification plan and the zoning ordinances were adopted in 1977, no inconsistencies in zoning regulations from the land classification plan's intent were evident. However, a new land classification plan was adopted in 1981. The review for various inconsistencies was necessary. This was done with the intent to help plan patterns of future growth as locally selected in the Land Use Plan Update adopted as part of the Coastal Area Management Act.

The second ordinance requiring change was Section 9-4032, the Schedule of Permitted Uses By District. The current ordinance

schedule is highly restrictive in the community business zoning district, not permitting many of the commercial types of businesses which would locate on major highway thoroughfares which are zoned community business.

The final ordinance requiring revision is Section 9-5009 regarding parking of mobile homes. In reviewing the ordinances, some potential confusion was discovered in the square footage requirements for mobile homes. There are special requirements for minimum lot size for each of the zoning district areas. Also the Town has a specific chapter in the ordinance book on mobile homes and trailer parks. The square footage requirement for parking a mobile home is different in this section than in the zoning section. The Planning Commission felt the need for more flexibility in reviewing the mobile home placement requests.



## Results

There were two major results from the completion of this Management Tools Planning Project. First, the Town has revised certain of the planning and development ordinances in order to make them more workable and systematic in their enforcement. A second major result stems from the realization that in order for the planning and zoning ordinances of the Town to be useful they must be recognized and understood by its residents and those prospectively considering building in the Town. A public education brochure was therefore created to simplify the meaning of land classification and zoning and to give easy to read instructions on what procedures must be followed to comply with these ordinances.

a. Ordinance and/or Procedure Changes. At their March 1, 1982 Town

Board of Commissioner's meeting, the Board made the changes in the planning and development ordinances as enumerated below.

These recommendations generally followed those made by the Town Planning Commission after their study of the ordinances.

1. Section 9-2021, Organization of Building Inspection Department.

The Town Board agreed that the full cost of building inspection should be paid by the builder in cases of new construction and major renovation. Since there has been insufficient construction activity in the Town and its one mile planning zone, it would be uneconomical to hire a fulltime inspector. The Board preferred to select a part-time inspector, someone knowledgeable of construction activities, to perform the building inspections in the Town. The Town chose not to request

that all building inspections be done by the county because of the potential differences in building codes between the Town and the county.

2. Section 9-2041, Registration of Contractors and Bonding.

The Town Board of Commissioners determined that the bonding of contractors should only take place when the potential interruption of Town water or sewage service would take place because of their actions. No bonding limit was discussed.

3. Section 9-2071, Enforcement of Zoning Ordinance and Section 9-4091, Zoning Compliance Permits.

The Town adopted a simple zoning compliance permit for which there would be no charge to applicants. This permit will be printed and attached to the current Town building permit.

Any new construction or major renovation must now also be in compliance with the current Town zoning for the area in which it is to take place. Also the Town will publicize the need for zoning compliance certificates when an individual changes the use of his structure and/or property from its current permitted use. A copy of the compliance certificate is appended.

4. Section 9-4022, Zoning District Boundaries Shown on Zoning Map. The Town's certified zoning map was reduced in size and copies made for all Town Board members and Planning Commission members. The Town also proposed a change in the zoning of the south side of Route 33 between Broome road on

the west and the Associated Mine and Mill property on the east. The current zoning is rural; the proposed change is to community business district. This was proposed because of a change made in the Town's land classification plan in 1981. The change reclassified this area from rural to transition, indicating the Town's interest in the future development of the land.

5. Section 9-4032, Schedule of Permitted Uses By District.

Two changes were made in the permitted uses in the community and business district zoning classification. These are to permit business and professional offices and financial institutions in the CB classification. This was done in recognition of the fact that most of the CB area is along Route 33, the Town's primary thoroughfare and that most businesses now depend upon customers who drive to their offices rather than pedestrians.

6. Section 9-5009, Parking of Mobile Homes.

The Town clarified the square footage regulations with regard to the parking of mobile homes in the following manner. The 5,000 square foot parking regulation found in Section 9-5009 must be adhered to. If the minimum lot size and square feet established in Section 9-4041 exceeds the 5,000 square feet, then Section 9-4041 must be adhered to. The Town also amended Section 9-5009 (a) (1) by adding the statement that all new trailer placements will be reviewed with regard to the

conformance of that structure with the proposed area of placement.

- b. Public Education Regarding Planning Issues. The writing and adoption of the planning and development ordinances by the Town of Aurora was done amidst a great deal of publicity, public input and community interest. As with most issues unless something new is occurring people have a tendency to forget and/or ignore its lessons.

To counteract this aspect of citizen response to the ordinances, the Town developed a public information handout. A copy of this is attached. This handout is designed to accomplish three objectives.

1. To remind the people of Aurora and to inform all potential newcomers to the area that the Town has adopted planning and development ordinances with regard to building and zoning specifications.
2. There is a simple process which must be followed in order to construct a new structure in the Town and its one mile planning zone.
3. The Town has already gone on record in its Land Use Plan Update in 1981 to promote new residential and employment opportunities so as to lead to an increase in the population of the area.

These handouts have been printed and disseminated through existing civic and social organizations in the community. Also copies have been given to local businessmen and those organizations primarily dealing with new residential or commercial starts (i.e., county building inspectors, real estate agents, insurance companies, etc.).

The handout is designed therefore not only to increase compliance with current planning and development ordinances of the Town but also to create a marketing impression that the area wishes to grow and will assist in whatever ways possible those business interests who can make growth occur within the framework of the ordinances and the Town's Land Use Plan.

## PART II

### STUDY ON THE EXPANSION OF THE EXTRATERRITORIAL PLANNING JURISDICTION OF THE TOWN OF AURORA

#### Program Objective

To consider making application to the State General Assembly to expand the extraterritorial planning jurisdiction of the Town of Aurora from one to three miles outside of the Town limits with special consideration to the application of the Planning and Development Regulations in the proposed enlarged extraterritorial planning area.

#### Background

The Town of Aurora is located in an area underlaid by a large deposit of phosphate materials. This phosphate was begun to be mined in 1967 by Texasgulf Inc. and processed into agricultural fertilizers and chemicals. The beginning of phosphate mining and processing in Richland Township had a number of dramatic impacts upon the area. The three most noticeable impacts seen in the 1970's were the alteration of the area's economy from predominantly agriculture and commercial fishing to mining operations; the visual impact and accompanying environmental changes brought about by the construction of the large phosphate operations; and the psychological impacts and realization that the Town of Aurora and many of the small communities within Richland Township were located in areas that were potentially economically feasible for the mining of phosphate if the communities could be relocated.

Beaufort County completed the update of its Land Use Plan in 1981. Phosphate mining was one of the special issues which they addressed in their plan. A series of policy options were discussed in the Land Use Plan with regard to the county's role in monitoring and affecting the phosphate mining operations within the county. One option discussed would be for Beaufort County "to adopt a zoning ordinance for the area east of Durham Creek. The primary purpose of this ordinance would be to guide the secondary development induced by mining. It would also affect mining itself but only to the extent that Beaufort County feels other regulations are inadequate to meet local needs."

An alternative to this policy option was the suggestion in the Land Use Plan that "Beaufort County might find it more practical to seek special legislation from the General Assembly to expand Aurora's planning and zoning jurisdiction. This could accomplish the same objective but leaving the decision closer to the source of the problem. Aurora, of course, would have to agree to such an arrangement and participate in the request to the General Assembly."

The Town submitted a request to the Office of Coastal Management for a small grant to study the practicality and feasibility of expanding the Town of Aurora's planning and zoning jurisdiction to affect the suggested policy option in the Beaufort County Land Use Plan. The following portion of this report indicates the results of this study.

### Process

According to the laws of the State of North Carolina with regard to planning and regulation of development by towns and cities, a town whose population is less than 10,000 persons may exercise certain planning functions within a one mile area outside of its Town limits. Similar provisions are made for larger cities to expand to a two or three mile planning zone area. Only through the approval of special legislation by the North Carolina General Assembly can a town less than 10,000 persons expand its planning jurisdiction over one mile.

In the case of the suggestion found in the Beaufort County Land Use Plan Update, the area east of Durham Creek situated outside of the Town's current one mile planning area would mean an expansion of the current area of up to five miles. This indeed would call for special legislation to be introduced at the request of the County and with cooperation of the Town.

In 1981 the Town of Aurora completed the updating of its Land Use Plan initially adopted in 1976. Issues surrounding local planning problems, changes in land use since 1976, and land ownership patterns were reviewed. This special use permit provision adopted in 1977 as part of the planning and regulation of development ordinances with regard to phosphate mining was reviewed and continued.

As part of the expansion of the extraterritorial planning area study the Town Planning Commission met numerous times to discuss the issues involved. Three primary issues were presented:



1. Is the Town interested in expanding its extraterritorial area to exert greater control over the impacts of the phosphate mining in Richland Township and the Town of Aurora area?
2. Does the Town have the ongoing capacity to attempt to manage the three planning tools in such an expanded area? These tools would include its zoning ordinance, subdivision regulations, and enforcement of the State building code.
3. Is the Town prepared to pursue legal action with the State General Assembly to assume this planning responsibility, expansion of its Planning Board to become representative of the new area and apply the existing land use planning and regulatory ordinances in the new area as it does in the old?

Another issue was raised during the discussion. What ethical responsibility did the Town have to attempt to control land which is already predominantly owned by the phosphate companies? The establishment of planning authority in the expanded area would serve to change the rules under which the phosphate companies purchased thousands of acres of land in the 1960's and 1970's, possibly making them unmineable. This ethical issue was countered by discussions revolving around the impacts that the phosphate mining operation would have upon the Town and its one mile planning area even if no additional extraterritorial zone was pursued. Chart 1 found on the next page extracted potential environmental, planning and human impacts which would be faced by the area from the North Carolina Phosphate Corporation's environmental impact statement to

CHART 1

PURPOSES FOR EXPANSION OF PLANNING ZONE

Monitor/Control Impacts

Existing Responsibility and Method

A. Environmental Protection

1. Air Quality
2. Ground Water Quality
3. Surface Water Quality
4. Noise
5. Aquatic Ecology and Areas of Environmental Concern
6. General Environmental Quality
7. Sedimentation and Erosion
8. Fragile Areas and Wetlands

Division of Environmental Management establish SO<sub>2</sub> monitors in area.

N. C. Board of Water Resources permit process and long-term water management.

N. C. Division of Environmental Management.

Department of Labor does periodic monitoring.

Army Corps of Engineers approves Environmental Impact Statements.

Division of Land Resources enforces Mining Act, Dam Safety Act, and Erosion and Sedimentation Act.

Office of Coastal Management and Army Corps review plans and approve permits in AEC's or within 75 feet of shoreline.

B. Planning and Human Impacts

1. Zoning and Changes in Principle Land Use
2. Vehicular Traffic
3. Housing for Relocated Workers
4. Additional Students for Schools

Town land use controls and County master plan for rest of area.

N. C. Department of Highways and State and Local Law Enforcement.

None.

Beaufort County Schools.

the Army Corps of Engineers. Each of these impacts is listed with the existing organization responsible for monitoring or controlling those impacts and the methodology which they currently use.

#### Findings

After a series of meetings the Town Planning Commission forwarded a recommendation to the Town Board of Commissioners not to seek an increase in the size of the Town's extraterritorial planning area through special legislation from the North Carolina General Assembly. Four points were noted which led the Planning Commission to their decision:

1. The Town of Aurora established a one mile planning area in 1977 in order to protect the Town from the possible negative effects that phosphate mining within close proximity to the Town would cause. The Planning Commission felt confident that the evidence on possible negative impacts presented during the discussions which led to the establishment of the one mile zone was not markedly changed to require a further area of protection or zoning control.
2. The growth rate of the Town is not such that the Town should seek to manage the zoning, building regulations, and subdivision of land for development any further than the current one mile area. (The Town population increased 12% from the 1970 to 1980 census). If the Town were to undergo a tremendous growth spurt requiring more land than is currently available for residential, commercial, recreational and other uses, the Town

then should consider expansion of the planning area.

3. The vast majority of the land included in what would be the expanded planning area, if approved, is already owned by Texasgulf or North Carolina Phosphate Corporation. Although it was understood that the inclusion of the expanded area would not necessarily dictate that mining could not take place within that area, the reality of the land ownership itself would in effect limit much diversity in the land use in that area already and thereby negate the need for subdivision regulations and building codes.
4. The Planning Commission felt that it is impractical for the Town to develop further regulations to meet special concerns about the method's impacts or side effects of phosphate mining because it has no one in the employ of the Town with a background or the experience to fairly evaluate the current operations or to judge the impacts and side effects. After a review of the listing of responsibilities of those currently monitoring the phosphate mining operations, the Planning Commission did not feel further action was needed at the present time.

#### Conclusions

The Town Board of Commissioners concurred with the findings of the Aurora Planning Commission and decided not to seek special legislation to expand the Town of Aurora's extraterritorial planning area to include

the land east of Durham Creek as suggested as a policy option in the Beaufort County Land Use Plan Update. The appended letter to the Board of Commissioners of Beaufort County indicated this decision.

From a planning standpoint a number of issues were raised during the conduct of this study which may affect any future attempt by the Town of Aurora to expand its planning jurisdiction. Each of these issues is dynamic and in 1981-1982 the local government officials did not perceive any major problems in this regard. However, as times and circumstances change, the Town might feel the need to address these issues.

1. A multitude of Federal and State regulations must be met by the phosphate companies in order to begin and continue mining operations. The effectiveness of these regulations of course depends upon the willingness and determination of those responsible to enforce them. If for some reason in the future, for example, the noise regulations enforced by the Department of Labor were to become too permissive in enforcement or to be dropped entirely, the mining operation could pose a serious environmental impact upon the Town and the residents of its one mile planning area. Currently the Town is satisfied with the enforcement of those environmental impact issues. It has however, as part of the special use permit regulations established in 1977, included its own standards for noise, sedimentation and erosion, vibration and other similar issues. This action may prove fortuitous

to the Town if and when it becomes dissatisfied with the enforcement of the State and Federal regulations.

2. Land use planning and zoning is the primary issue involved with any further expansion of the Town's extraterritorial planning area. In 1982 both phosphate companies are changing large tracts of forested lands to mining purposes. Their rehabilitation plans call for these lands, once mined, to be turned back to forestry or agricultural uses. In the future as the mining operations get closer to populated areas and to prime agricultural lands, the importance of land use planning and protective zoning regulations may become more salient.
3. The human impacts of the expansion of the phosphate mining in the Richland Township area have occurred slowly and at a non-threatening pace. Any potential growth spurt in the Town or Township will dramatically expand the demand for services in the Town. Sufficient land is available within the Town and one mile planning area to accommodate a moderate growth spurt in residential, commercial, and industrial land use. If a major demand for land takes place the Town out of necessity might act to expand the zoning, subdivision regulation, and building code enforcement in an area outside of its one mile planning jurisdiction. Again in 1982 it is not necessary; too many variables are undefined to determine what actions might be necessary in the near future.

MAYOR  
Grace H. Bonner

COMMISSIONERS  
Bessie LaVictoire  
Curtis Potter  
Webster Walker  
Floyd L. Peed

**TOWN OF AURORA**  
Aurora, North Carolina 27806  
Phone: (919) 322-4611

TOWN CLERK  
Reba J. Reese

FINANCE OFFICER  
Sandra S. Bonner

April 16, 1982

Mr. Ledrue Buck, Chairman  
Beaufort County Board of Commissioners  
Beaufort County Court House  
Washington, North Carolina 27889

Dear Mr. Buck:

As part of the approved Land Use Plan Update completed in 1981 the Board of County Commissioners reviewed the options for county and/or local participation in planning decisions with regard to phosphate mining in the Richland Township area of Beaufort County. One of the policy options suggested was for the county to pursue special legislation through the North Carolina General Assembly to expand the planning jurisdiction of the Town of Aurora to an area east of Durham Creek.

During the past six months the Town of Aurora has been investigating this possibility. After study by our Planning Commission and our Town Board, the Town of Aurora suggests that you not pursue this policy option at the present time. After investigating a number of factors involved with the responsibilities and the practicalities of attempting to manage a planning area as large as was suggested, the Town feels that at the present time carrying through this suggestion would not be feasible.

The Town feels however that if circumstances change radically, that is for example if current Federal and State laws with regard to mining are drastically changed or not enforced or if the Town of Aurora were to undergo a tremendous growth in its residential population, the Town would like to review this decision again in the future.

I have also enclosed for your review a copy of our recent public education outline with regard to the building and zoning regulations of the Town of Aurora. If at any time in the future the Town and county cooperatively requested an expansion of the Town's planning jurisdiction, these are the regulations and procedures for which the Town would have responsibility in the enlarged planning area.

Mr. Ledrue Buck  
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Thank you for your careful consideration of the impacts of phosphate mining on our area. I hope that we can continue to cooperate in ensuring that local planning concerns are taken into consideration by the phosphate industries in the future.

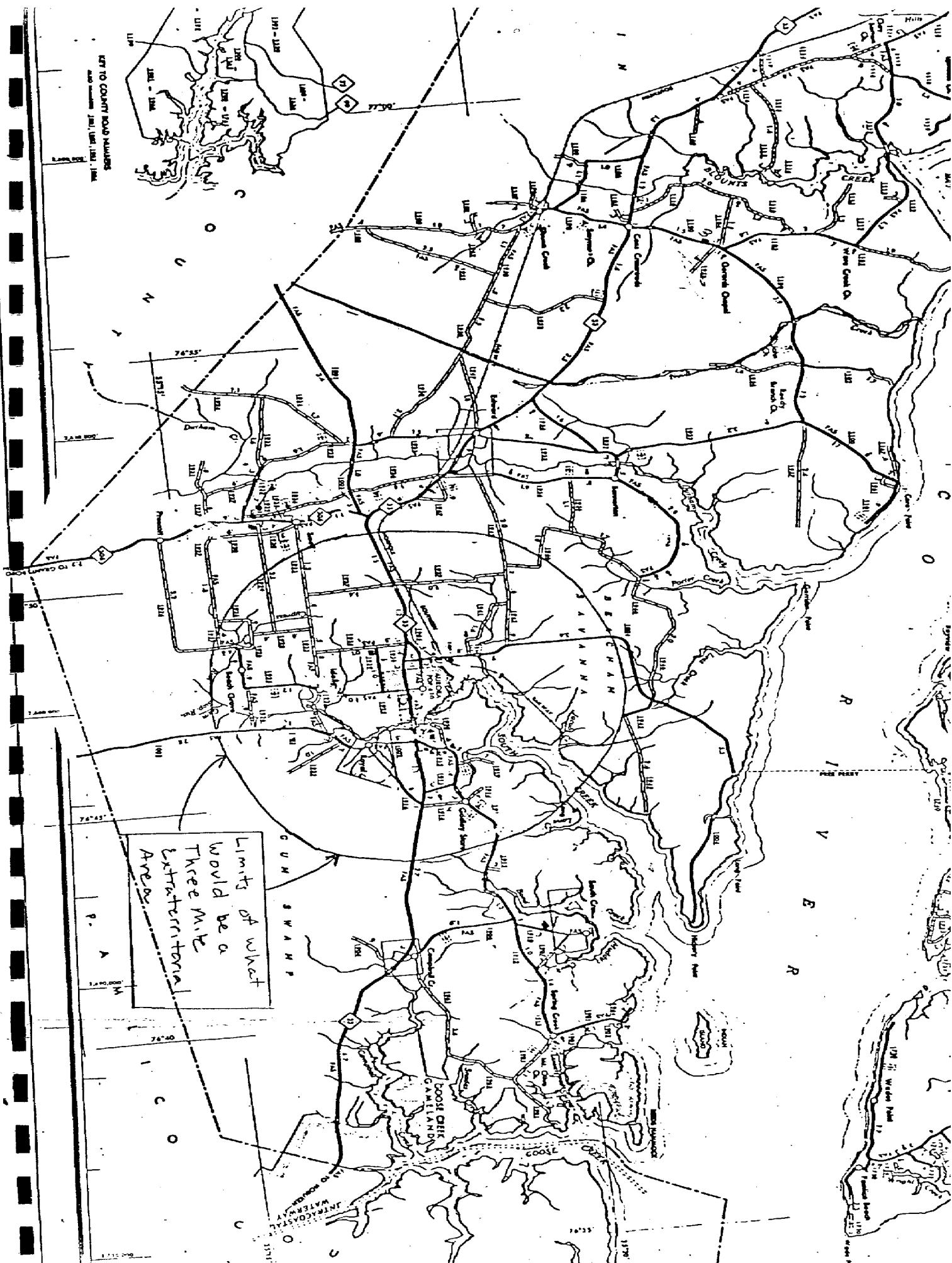
Sincerely yours,

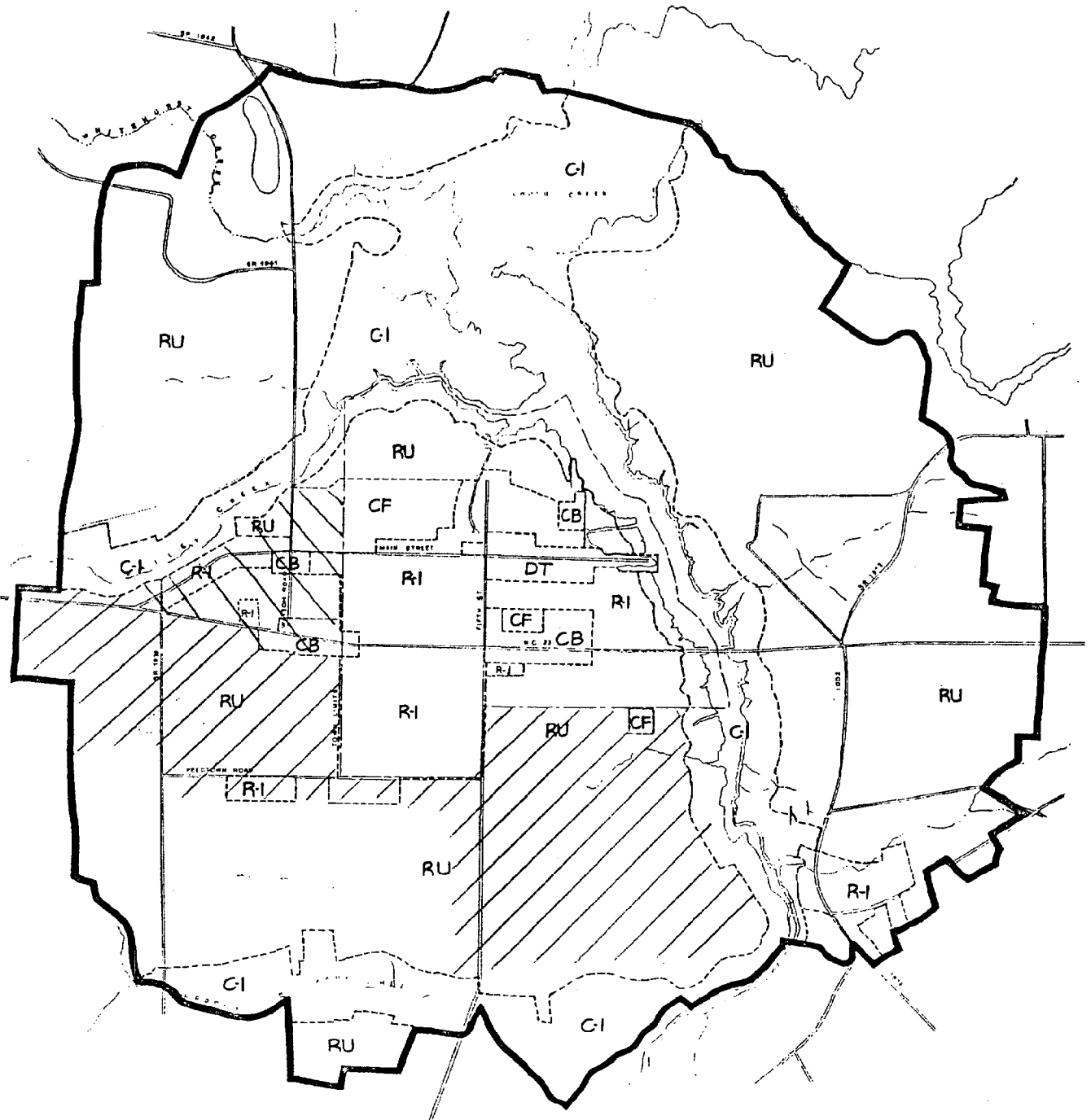
A handwritten signature in cursive script that reads "Grace Bonner".

Grace Bonner, Mayor  
Town of Aurora

GB:js









#### AURORA ZONING MAP

R-1 Residential  
 DT Downtown Area Development District  
 CB Community Business District  
 CF Community Facilities District  
 RU Rural  
 C-1 Conservation

#### LAND CLASSIFICATION PLAN Areas Changed in 1981 Plan From Original Plan Adopted in 1976

 From Rural to Transition

 From Rural and/or Transition  
To Developed

Consideration was given to rezoning Transition area to south of Town east of Fifth Street. This is considered a more secondary growth area and more detailed zoning changes will be considered as demand for developable land increases.

ZONING COMPLIANCE PERMIT

1. ☐ New construction or major alteration  
☐ New use of existing structure  
PROPOSED USE: \_\_\_\_\_
  2. Current Zoning:  

<input type="checkbox"/> Residential	<input type="checkbox"/> Community Business
<input type="checkbox"/> Downtown	<input type="checkbox"/> Community Facility
<input type="checkbox"/> Rural	<input type="checkbox"/> Conservation
  3. Is use permitted in zoning area?  
☐ Yes  
☐ By Special Permit  
☐ No
  4. Further action necessary:  
☐ Permit approved.  
☐ Special permit request to Town.  
☐ Request for zoning amendment by petition.  
☐ Permit denied; no further action requested.
- Name: \_\_\_\_\_  
Address of Property: \_\_\_\_\_  
Town Reviewer: \_\_\_\_\_  
Date: \_\_\_\_\_

ZONING COMPLIANCE PERMIT

1. ☐ New construction or major alteration  
☐ New use of existing structure  
PROPOSED USE: \_\_\_\_\_
  2. Current Zoning:  

<input type="checkbox"/> Residential	<input type="checkbox"/> Community Business
<input type="checkbox"/> Downtown	<input type="checkbox"/> Community Facility
<input type="checkbox"/> Rural	<input type="checkbox"/> Conservation
  3. Is use permitted in zoning area?  
☐ Yes  
☐ By Special Permit  
☐ No
  4. Further action necessary:  
☐ Permit approved.  
☐ Special permit request to Town.  
☐ Request for zoning amendment by petition.  
☐ Permit denied; no further action requested.
- Name: \_\_\_\_\_  
Address of Property: \_\_\_\_\_  
Town Reviewer: \_\_\_\_\_  
Date: \_\_\_\_\_

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